

# OFFICIAL PROCEEDINGS OF THE BOARD OF TRUSTEES CITY OF LANSING POLICE AND FIRE RETIREMENT SYSTEM

Regular Meeting  
Council Conference Room  
10th Floor, City Hall  
Lansing, MI

January 20, 2015  
Tuesday, 8:30 a.m.

The Board was called to order at 8:32 a.m.

Present: Trustees Fabus, Kraus, Oleson, Wohlfert, Wood– 5.  
Absent: Trustee Bernero, St. Aubin

Others: Karen E. Williams, Finance Department; Attorney Ken Lane, Clark Hill Law Office (representing the Law Department).

It was moved by Trustee Kraus and supported by Trustee Fabus to approve the Official Minutes of the Police and Fire Retirement System Board Meeting of December 16, 2014.

Adopted by the following vote: 5 – 0

There were no public comments.

Secretary's Report.

1 new fire member(s), 0 new police members, 0 reinstatement(s), 0 refund(s), 0 transfers, 1 retired. Total: Active membership: 325. 3 death(s), Henry S. Loszewski, Fire, died 11/13/2014, age 88, no surviving beneficiary; Wayne B. Castle, Police, died 12/19/2014, age 82, no surviving beneficiary; Jack Fraser, Police, died 1/8/2015, age 88, spouse to receive 50%. Refunds made since the last regular meeting amounted to \$0.00. Reimbursements to the System year-to-date amount to \$0.00. Retirement allowances paid for the month of December 2014 amounted to \$2,315,321.44. Total retirement checks printed for the P&F System: 705. Total retirement checks printed for both systems: 1615. Domestic relations order received: 0 Domestic relations orders pending: 0. Eligible domestic relations orders certified: 0.

It was moved Trustee Fabus and supported by Trustee Kraus to approve the following applications for Regular Age and Service Retirement:

Loren DeYoung, Police Department, 25 years of service credits, age 52, effective January 16, 2015.

Adopted by the following vote: 5 – 0.

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Karen Williams reported that the Retirement Office has forwarded the medical and personal records for Applicant 2014-P 1118 to Dr. Roth for scheduling.

Karen Williams updated the Police and Fire Retirement Board that a letter of request for documents had been mailed to Applicant #2014F1216. The Retirement Office is waiting for requested material.

There were no requests for non-duty disability retirement.

Karen Williams reported that the Retirement Office has received a request for Refund of Accumulated Contribution from Ms. Catrina Cook, Police Nonsupervisory, vested, in the amount of \$86,478.70. Ms. Williams did discuss the implication with Ms. Cook. Ms. Cook submitted a notarized withdrawal forms that indicated the member would no longer be eligible for a pension.

Attorney Lane opined that the withdrawal form does indicate that the member forfeits eligibility for a pension.

It was moved by Trustee Kraus and supported by Trustee Wood to accept the request for refund of accumulated contributions for Ms. Catrina Cook in the amount of \$86,478.70.

Adopted by the following vote: 5-0

Karen Williams notified the Board that Trustee St. Aubin would not be able to attend the January meeting and requested to be excused.

It was moved by Trustee Wohlfert and supported by Trustee Fabus to excuse Trustee St. Aubin from the January meeting of the Police and Fire Retirement Board.

Adopted by the following vote: 5 -0

Trustee Oleson requested permission of the Police and Fire Retirement Board at attend the 2015 NCPERS Annual Conference in May and Public Safety Conferences in the Fall.

It was moved by Trustee Kraus and supported by Trustee Wood to approve the request of Trustee Oleson to attend the 2015 NCPERS Public Safety Conference and grant permission to any trustee who wished to attend.

Adopted by the following vote: 5 – 0

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Karen Williams updated the Police and Fire Retirement System Board regarding Tegrity Pension Software project. Ms. Williams reported that a key resource had left Tegrity and the company and indicated one of their top developers would take over beginning in February. Ms. Williams Parker indicated that the timeline may need to be adjusted and that the Retirement Office continues to work with Tegrity on phases 3,4 5 that include software for the retirement calculator , processes and workflow phases of the project.

Attorney Lane distributed and reviewed the annual budget for the Police and Fire Retirement System as required by Public 314.

It was moved by Trustee Kraus and supported by Trustee Wohlfert to approve the 2015 Annual Budget for the Police and Fire Retirement System.

Adopted by the following vote: 5 – 0

Attorney Lane distributed the updated Investment Policy approved by the Police and Fire Retirement Board.

Attorney Lane stated that he will provide a copy of the actuarial funding policy to the Board, after the updated version has been received by Boomershine Consulting Group and signed by the chairperson.

Trustee Fabus inquired about the Final Average Compensation calculation. Trustee Fabus asked if there was a time limit for the compensation used in the Final Average Compensation.

Karen Williams has indicated the past practice used the highest two consecutive twenty four months within the member's ten years of employment. Ms. Williams indicated that the specific time frame is not addressed in the Ordinance or contracts.

Attorney Ken Lane stated if the Retirement Ordinance or contracts are silent on the time frame, past practice can be used. Attorney Lane will review the Ordinance and contracts and provide recommendations for a policy at the next meeting.

Trustee Wood provided an update on the status of the Police and Fire Retirement Ordinance.

Trustee Oleson opened nominations for the election of chairperson and vice chairperson

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Trustee Wood nominated Brad St. Aubin as chairperson and Robert Oleson as vice chairperson.

There were no further nominations.

It was moved by Trustee Wood and supported by Trustee Fabus to elect Brad St. Aubin as chairperson and Robert Oleson as vice chairperson.

Adopted by the following vote: 5 - 0

The vice chair recommended the 2015 Police and Fire Retirement System Subcommittee members:

Disability Committee	-	Fabus, Kraus, St. Aubin, Wohlfert
Investment Committee	-	Kraus, Oleson, Wohlfert, Wood
Education Committee	-	Fabus, Oleson, St. Aubin, Wood
Special Projects	-	Oleson, St. Aubin, Wohlfert, Wood
		Ex-officio legal counsel
Joint Ad Hoc Committee on Health Care		
	-	Fabus, Oleson, Wood

Karen Williams reported that the Police and Fire Retirement System Board had received communication from Angela Bennett, the finance director regarding the pension contribution. The communication indicated that on December 30, 2014, \$350,091 was transferred by the City to the Police and Fire Retirement system for the balance of the FY 2015 contribution. The total actuarial valuation-calculation contribution for FY 2015 was \$11,050,091.

It was moved by Trustee Wood and supported by Trustee Wohlfert to accept the \$350,091 that was transferred by the City to the Police and Fire Retirement System for the balance of the FY 2015 contribution.

Adopted by the following vote: 6 – 0.

Trustee Oleson requested that a discussion item be added to the agenda to determine an appropriate time line for this information to get from the Finance Department to the Boomershine Consulting Group.

Karen Williams reported that the Actuary will be at the February Joint Meeting.

Karen Williams reviewed the Securities Lending Report for the period ending December 31, 2014.

The meeting adjourned at 8:58 am.

Minutes approved on \_\_\_\_\_

\_\_\_\_\_  
Angela Bennett, Secretary  
Police & Fire Retirement System

\_\_\_\_\_  
Robert Oleson, Vice Chairperson  
Police & Fire Retirement System